Harborview Medical Respite Program – Inpatient Checklist

Forms/Documentation
☐ Face sheet

☐ Referral form (completely filled out by medical provider only)

☐ Independence status
   ☐ PT/OT notes if applicable
   Or
   ☐ Nursing note documenting patient is independent with ADLs

☐ Wound care
   ☐ Wound care recommendations
   ☐ Wound Consult note, if applicable
   ☐ The patient will come with one week supply of dressings

☐ Mental health team notes
   ☐ Psychiatric team
   ☐ Social worker/case manager

☐ Discharge Summary (needed prior to patient leaving hospital)

☐ Most recent consult notes for specialty care

☐ DNAR/DNI Status
   ☐ POLST form if applicable

☐ Follow up appointments
   ☐ Subspecialty appointments scheduled before patient leaves facility
   ☐ If oncology patient, chemo/radiation schedule and end date

Medications
☐ MAR for the past 48 hours

☐ Discharge Med List (with amount of medications listed)
   ☐ 30 day supply of routine medications
   ☐ 3 day supply of narcotics based on the patient’s use of narcotics in the last 24 hours
      (example - if the patient took 30mg of oxycodone in the past 24 hours they should come to respite with 90mg of oxycodone or morphine equivalent. Rx should read: Oxycodone 5 mg, 5-10mg q4 hours for pain PRN, not to exceed 6 tablets per day, #18 tablets for a 3 day supply)
   ☐ Patient is off IV pain medication for the past 24 hours

   ☐ 30 days of stool softeners if the patient is coming with narcotics

☐ A methadone plan has been made prior to discharge
   ☐ Methadone maintenance – Which agency?
      ☐ Date/time of return methadone appointment OR
      ☐ Date/time of methadone intake appointment
Pain management service will write for methadone
Discharge team will manage methadone
Pt is on TID methadone for pain management and respite will take over
(Respite cannot prescribe methadone for methadone maintenance/daily methadone)

IV antibiotics treatment
- For patients on IV antibiotics
  - PICC line insertion note
    - Type/brand
    - Internal length
    - External length
  - Weekly labs to be drawn
    - Number to fax lab results to
  - ID follow up clinic and appointment information
  - Final dose day
  - If on Vancomycin: last trough and Cr. level

Diabetic Patients
- Last Alc
- Last blood glucose level
- If on insulin, pt to come with glucometer, glucometer strips and lancets
- 30 days of insulin in hand on arrival at respite

Anticoagulation Therapy Patients
- Last INR
- Follow up scheduled for anticoagulation therapy management

02 Dependence
- O2 has been ordered and delivery has been scheduled
- Last ambulating 02 sat

Outpatient referral to Respite:
- Most recent MD note
- Med list
- Labs
- Immunizations
- Specialty care notes
- Follow up appointments

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